

The Paperless Classroom

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How can you create a paperless classroom using the iPad? Here are some of the ways your classroom can be successful.

1. Online Resources
 - a. Dropbox- upload and retrieve files
 - b. Textbooks from iTunes U
 - i. Check out Michigan MiLearning
 - c. Worksheets from a vendor or teacher created
2. ePubs or online books
 - a. iAuthor- free app to create textbooks and picture books etc (Macs Only)
3. PP or Keynote (Apple version of PP) Slides
4. Screenshots and screencasting
5. Videos or images taken with the iPad to demonstrate “How Tos”
6. Take notes with Notepad (free app on the iPad)- you can email them to yourself if you wish to or others
7. Download a calculator
8. Poll takers to use as a response system
 - a. Poll Daddy app
9. Download a Dictionary
 - a. Dictionary.com (it works without internet access)
10. News, magazines apps for current news or research
 - a. CNN and BBC
 - b. FlipBoard and/or Zite
 - c. Side by Side
 - d. TED
 - e. Google
 - f. Khan Academy
 - g. How Stuff Works
11. _____
12. _____

Dropbox Instructions

Dropbox is a free service that lets you store and share your files be it a PowerPoint, Word document, image or video. When you create a Dropbox account and save a file it will automatically save to all your computers and devices and the Dropbox site. You can share your files and folders with others and even send people links to view your files.

Go to <http://dropbox.com>. You will need to create an account. You can also download it on your own machine if you wish for easy uploading and downloading. You can just use the online version though.



Click on **Sign In** and **Choose Create Account** if you don't already have an account. You will need an email account to create a Dropbox account.



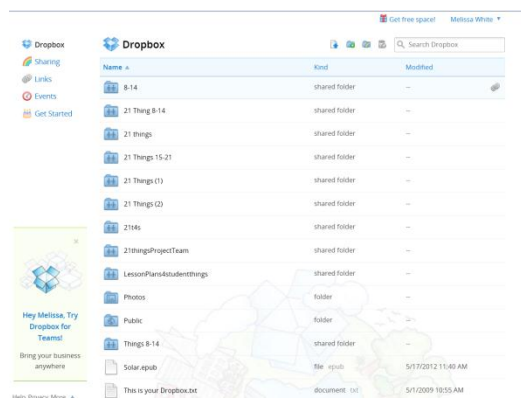
Create an account (or [sign in](#))

First name
Last name
Email
Password

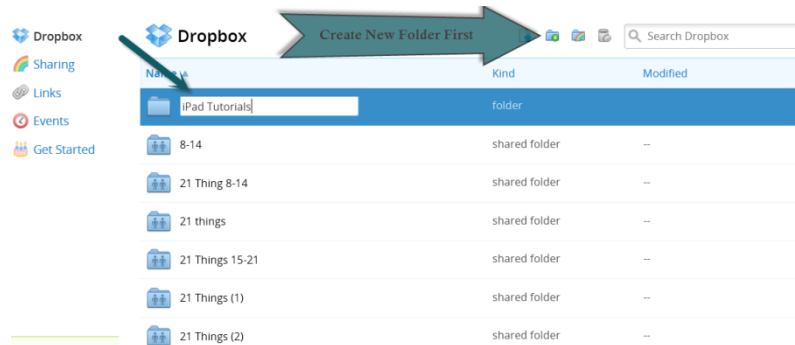
☐ I agree to [Dropbox Terms](#)

Create account

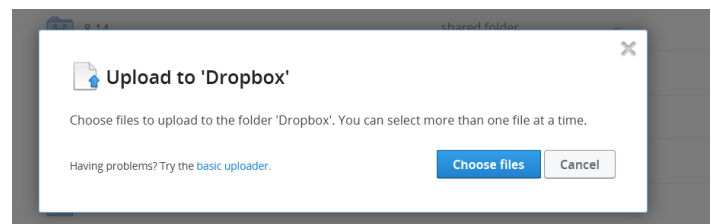
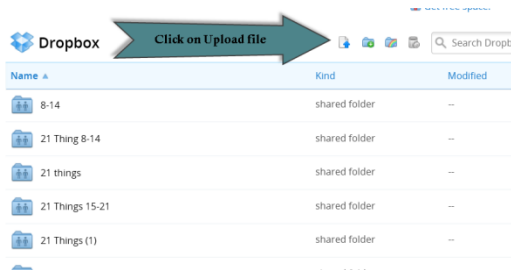
Here is a look at what your files and folders look like in Dropbox.



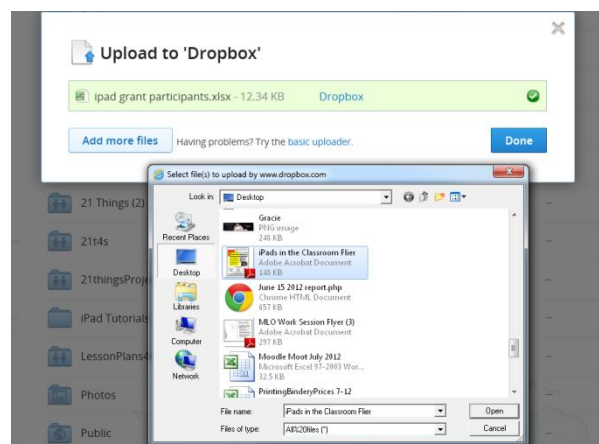
Now let's **create a folder**. It is a good idea to create folders to keep your Dropbox organized.



Next let's begin **uploading files to Dropbox**. First click on the Folder that you want to upload your files into then Click on the Upload Files Icon and then Click on Choose Files. *(If you forget to choose a folder you can drag and drop files in your Dropbox to a folder)*

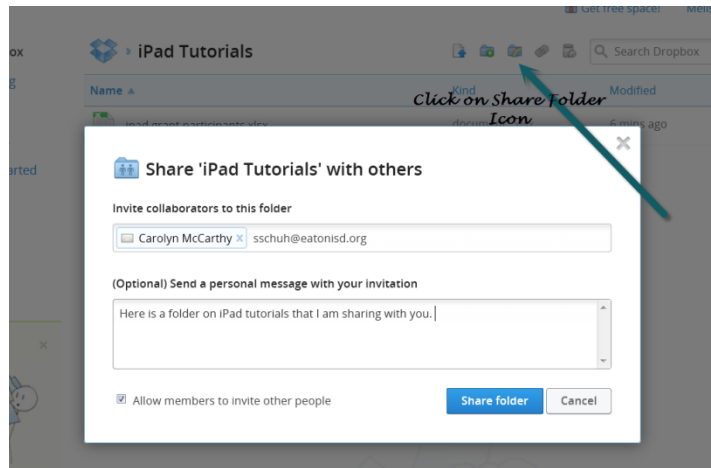


Next choose one or more files to **upload to Dropbox**. Then click on Done.



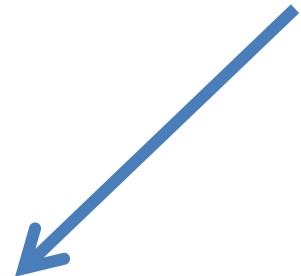
Sharing Folders in Dropbox.

Click on the Share Folder Icon. Then in the Invite Collaborators type the email addresses of those you are inviting to share your resources. You can type a message to them and then click on Share Folder. They will receive an email message from Dropbox.

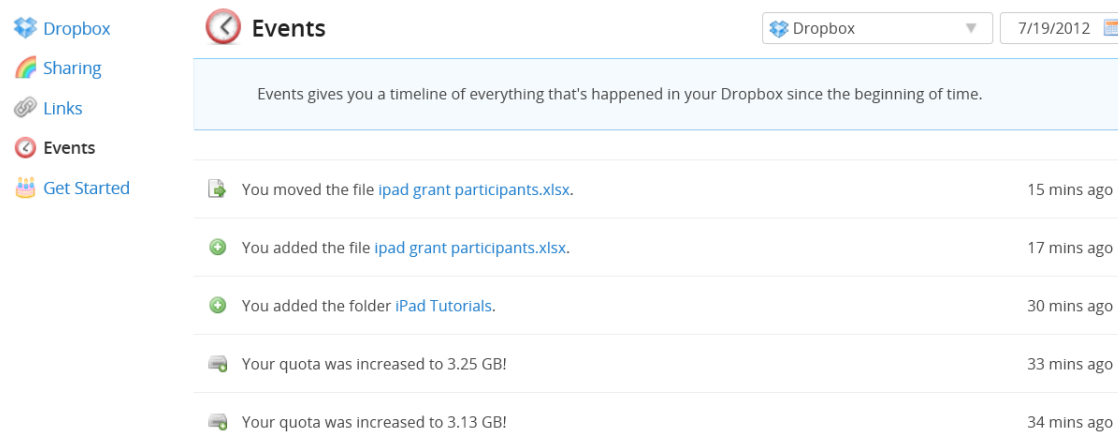


Next let's **Share the link** to a file or folder. Those you share with will only have rights to view the file/folder. You will be able to email the link, facebook or Tweet it!

Name ▲	Kind	Modified
8-14	shared folder	--
21 Thing 8-14	shared folder	--
21 things	shared folder	--
21 Things 15-21	shared folder	--
21 Things (1)	shared folder	--
21 Things (2)	shared folder	--
21t4s	shared folder	--
21thingsProjectTeam	shared folder	--
iPad Tutorials	folder	--
LessonPlans4studentthings	shared folder	--
Photos	folder	--
Public	folder	--



Events give you a timeline of everything that's happened in your Dropbox.



The screenshot shows the Dropbox interface with a sidebar on the left containing links to Dropbox, Sharing, Links, Events, and Get Started. The main area is titled 'Events' and includes a dropdown menu set to 'Dropbox' and a date filter set to '7/19/2012'. A light blue banner states: 'Events gives you a timeline of everything that's happened in your Dropbox since the beginning of time.' Below this, a list of events is shown:

Event	Time
You moved the file ipad grant participants.xlsx .	15 mins ago
You added the file ipad grant participants.xlsx .	17 mins ago
You added the folder iPad Tutorials .	30 mins ago
Your quota was increased to 3.25 GB!	33 mins ago
Your quota was increased to 3.13 GB!	34 mins ago

Dropbox starts you out with 2 GB of free space. You can **Get Free Space** by upgrading your account for a cost, referring a friend to Dropbox or by following Dropbox on Twitter etc.

Sharing and retrieving Dropbox files with and on your iPad

On your iPad there are lots of options for using Dropbox. There are many iPad applications that have built in Dropbox as a location to retrieve images and files. Your students may upload their work to a folder which is shared with the teacher's personal account. Then the teacher can access the student work from an iPhone, iPad or computer at his/her own leisure.

You will need to **download** the FREE Dropbox app. (there is also an app called Camera Sync {\$2.99} which you can download and it will sync your photos automatically with Dropbox) Once you have downloaded the Dropbox app, you will see all of your folders and files that are on your computer in the Dropbox menu on your iPad.

If an iPad app does not have the Send to Dropbox option, most apps have a Share with Camera/Photo roll. The student will Share their Media or file with the Camera/Photo roll. Dropbox allows you to upload content from your Camera Roll to a Dropbox folder of your choice.

Click on Upload in the DropBox menu on your iPad. Then Click on the + Sign and choose Camera Roll. This is where the student or you will choose the file to upload to DropBox. Then the teacher or student is able to open up in Dropbox on their PC and work with the file.



***Next we are going to look at QR Codes.**

QR is abbreviated from Quick Response Code. It is the trademark for a type of matrix barcode first designed for the automotive industry. It has become popular as you can store a lot of data to be retrieved and read versus a standard UPC barcode. A QR code is square dots in a square pattern on a white background. Most teachers are creating them to send students to a website with more information for the students to read. Students can be sent plain text, phone numbers, email addresses and messages, youtube videos, twitter, facebook and much more.

Watch Connected Educator QR Code video with Amy Bladwin

Activity:

1. We are going to create a QR code for students to access on their iPad. There are several QR code creators to choose from and I am sure more will be on the horizon.

QR Stuff <http://qrstuff.com>

Kaywa <http://qrcode.kaywa.com/>

Delivr <http://delivr.com/QR-Code-Generator>

GOQR <http://goqr.me/>

2. You will also need to download a FREE QR reader on your iPad.

***So what are some creative ways you can think of to use QR codes for? Here are a couple of ideas and let's brainstorm some additional ones.**

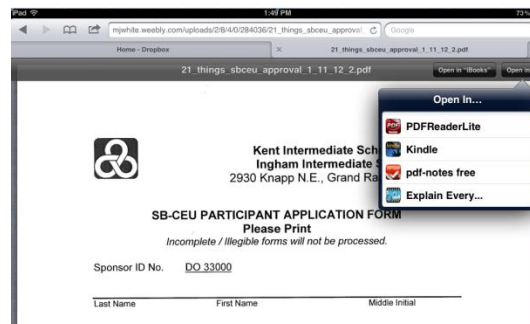
1. Send students to a url for a site that gives more information on a subject.
2. Create a worksheet and save it on your website.



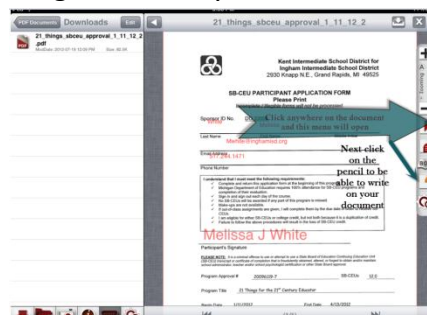
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Activity:

1. Select a website and create a QR code for it and try it out to make sure it works
2. Next locate a worksheet or create one and upload a PDF of it to your school website.
3. If you don't have a website, create a free one at <http://education.weebly.com>.
4. You can create a PDF using <http://zamzar.com> or in Google Docs.
5. Create a QR code for the page where the worksheet or activity is located. The QR code may be printed out and placed in the classroom somewhere for students to snap a shot of it. For today, you will just get the practice of creating the code.
6. Next download **PDF Reader Lite** on to your iPad. You will want to Click on Cloud Storage and sync PDF Reader Lite to your Dropbox and/or your Google Docs.
 - a. After the student has gone to your website, they can download the worksheet or activity and then fill it out using **PDF Reader Lite**. They can type or write on the worksheet, save it and email it back to the teacher or to another student.



Choose Open in PDF Reader Lite. It will open the document in the application. Click anywhere in the document and a menu bar will open on the right. You can enlarge the document or choose the pencil to write on it. Once you have written on the document, you can move the text around if it did not land exactly where you wanted it to on the document. When the student has completed their assignment, they can choose the email feature and email it to their teacher.



- b. You as the teacher can read it, correct it, give comments and send back to the student. You can do this by:
 - i. Creating a **video screencast** where you can circle items and give audio feedback
 - ii. Giving written feedback with **PDF Reader Lite (free)** or **Notability on sale for .99.**
 - iii. For those who do a lot of grading and have \$10.00, check out either **iAnnotate or GoodReader**
- 7. Screencasting comments back to the student
 - a. You can use Screenchomp, Educreations, ShowMe all free apps or you can use Explain Everything which has many more features, but it is \$2.99.
 - b. Open up one of them and you will see that all of them have the option to choose from your photo library (camera/photo roll) or Dropbox.
 - c. Open up a document and write some comments on it and record audio for the student.
 - d. For Today's assignment, please record and ask your neighbor for their email address so you can email them the recording to listen to.
 - e. Then everyone check their email and listen/watch the neighbor's recording
- 8. Giving Written Comments to Students (low tech to high tech)
 - a. Hand write comments- scan and place in Dropbox for student (defeats the paperless classroom concept though)
 - b. Open in Google Docs or Word and use the Insert comments option
 - c. Use PDF Reader Lite
 - d. Use one of the paid for apps (Notability, Goodreader, iAnnotate)